



CITY OF GILLETTE

Development Services Department
Building Inspection Division
P.O. Box 3003 • Gillette, Wyoming 82717-3003
Phone 307.686.5260
www.gillettewy.gov

COMMERCIAL BUILDINGS AND STRUCTURES MINIMUM PLAN SUBMITTAL REQUIREMENTS [EPLAN FILE NAMING REQUIREMENTS](#)

Plans for Commercial Buildings that exceed an occupant load of ten (10) shall be signed and sealed by a professional engineer or architect registered in the State of Wyoming. Each individual page shall be sealed by the design professional who prepared the construction document(s). NOTE: Electronic professional seals and signatures are allowed. The design professional shall only perform those services for which the registrant is qualified.

Plan sets –drawings and documents are to be uploaded in ePlan once a project has been created from the information provided on the [Building Permit Application](#).

Plans shall consist of (but not limited to):

General Documents	Electrical Plans(Including low voltage)
Plumbing Plans	Mechanical Plans
Gas Line Plans	Structural Plans
Architectural Plans	Fire
General Sheets	Civil Plans

Plans and specifications shall clearly indicate the location, (including the physical address) nature and extent of the work proposed and show in detail that the plans are in compliance with the minimum provisions of all codes adopted by the City Gillette, all relevant laws, ordinances, and regulations. To review the current city code please check [CITY CODE CHAPTER 5 “Buildings”](#).

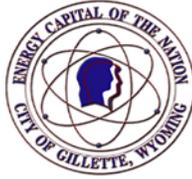
Plans for buildings shall clearly indicate compliance with the International Building Code (IBC) in the form of code data analysis on the title sheet and should include and not be limited to:

- | | |
|------------------------------|-------------------------|
| Use Group Classification(s) | Fire Protection Systems |
| Construction Type | Interior Finish |
| Fire Resistive Construction | Occupant load(s) |
| Design Approach Method | Means of egress |
| Height and Area Calculations | Accessibility Features |

ELECTRICAL PLANS

Electrical plans for all commercial buildings and additions with a service size greater than 400 amps shall be signed and sealed by a professional electrical engineer registered in the State of Wyoming. Plans shall clearly indicate compliance with the National Electric Code (NEC) and include the following information:

- Δ Site plan lighting and equipment
- Δ Electrical equipment type
- Δ Voltage, amperage, and rating
- Δ Size wiring methods and control of equipment including signs, light fixtures, outdoor equipment, etc.



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Indicate size in AWG of grounding electrode conductor to concrete encased electrode water pipe and all other proposed electrodes. Load calculations and a diagram of the feeders meeting the requirements of Article 220 of the NEC.

- Δ A one line diagram for new or upgraded services clearly indicating disconnect and over-current device ratings, feeder conductor size, size and type of feeder raceway or cable and voltage and ampere rating for all transformers and panel boards.
- Δ Panel board schedule(s)
- Δ Alterations and additions to existing wiring shall have the existing wiring along with the proposed changes or additions shown on the plans.

PLUMBING PLANS

Plumbing plans shall clearly indicate compliance with the International Plumbing Code (IPC) and include the following information:

- Δ Size, location and type of DWV materials to be installed.
- Δ Floor plans indicating locations and types of all equipment and fixtures including any gas lines.
- Δ Riser diagrams for all sanitary and supply lines (including meter size, backflow preventer, main shut Off value, irrigation take off and fire suppression location.)
- Δ Plans shall be signed and sealed by a professional mechanical engineer registered in the State of Wyoming.

MECHANICAL PLANS

Mechanical Plans shall clearly indicate compliance with the International Mechanical Code (IMC) and include the following information:

- Δ Duct work
- Δ Gas lines
- Δ Equipment Locations
- Δ Mechanical or machine rooms
- Δ Supply plenums
- Δ Equipment schedule(s) with details for each piece of equipment to be installed.
- Δ Plans shall be signed and sealed by a professional mechanical engineer registered in the State of Wyoming.

COMCHECK REQUIREMENTS:

Comcheck reports shall be submitted with the proposed building plans at the time of application for review and comment. <https://www.energycodes.gov/images/download-comcheck-windows>

- Δ Building envelope calculations are required.
- Δ IBC Occupancies S-1, S-2, F-1, F-2 and U are exempt from the required building envelope calculations; all other occupancies or portions there of (IE: mixed use buildings) will be required to provide a ComCheck report.